Facilities Planning Committee

FACILITIES PLANNING COMMITTEE
September 24, 2014

Meeting Summary

Members Present: Matt Smith, Lori Loeffler, Laura McCarty, Patsy Puertas Acosta, Tom Burke, Steve Petker, Blaze Woodlief, James Kuromiya, Sara McKinnon

Members Absent: Erik Dunmire (on sabbatical)

Staff Resource: Nanda Schorske, Maridell Barr, Greg Nelson (absent)

<table>
<thead>
<tr>
<th>TOPIC</th>
<th>DESCRIPTION</th>
<th>TIME</th>
<th>CATEGORY:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Intro, agenda</td>
<td>Approve agenda &amp; previous minutes</td>
<td>10 min</td>
<td>Action</td>
</tr>
<tr>
<td>2. FPC Membership</td>
<td>Discuss membership and verify all categories covered (students &amp; faculty)</td>
<td>15 min</td>
<td>Discussion</td>
</tr>
<tr>
<td>3. Planning</td>
<td>Review Charge for FPC. Discuss program planning and topics for the year</td>
<td>30 min</td>
<td>Discussion</td>
</tr>
<tr>
<td>4. Closing</td>
<td>Confirm next meeting date(s) if indicated by group</td>
<td>5 min</td>
<td>Action</td>
</tr>
</tbody>
</table>

Agenda
1. Update of last meeting was added to the agenda and approved as revised.
2. There were no minutes from the previous meeting (see explanation below).

Laura reported that she submitted the strategic plan update and evidence this summer during the break. She sent the reports out to this group for comment prior to submission to the accreditation committee. Since this substituted as a virtual meeting, no actual minutes were taken.

Membership
1. Membership of the committee was reviewed and discussed. We welcomed new student member, Patsy Puertas Acosta and Steve Petker is continuing his membership from last semester. Erik Dunmire, faculty member, is on sabbatical this semester and Sara McKinnon is substituting until his return next spring.
Other members remain the same. Blaze Woodlief and Matt Smyth were elected as Co-Chairs.

Program Review
1. The group will review the wording of the facilities question included on program review.
2. We now have school dude to deal with routine M&O maintenance issues.
3. May need to clarify who is responsible for reporting on the condition of a particular teaching or support space.
4. Add review of the program review question on facilities to the next meeting agenda.
5. Sara sent Laura the program review from film studies program. We’ll bring to the next meeting.
6. To get student input on classroom conditions, Steve will investigate best practices and report to the committee.

Review Charge
We briefly reviewed the charge and will review it more in depth next time.

Upcoming Topics
Facilities Master Plan Update

IVC Retreat
Nanda reported on the BOT retreat on IVC visioning for future uses. City of Novato is trying to attract biotech firms from San Jose to come to Novato and IVC could be involved in that. Greg Nelson did a presentation on solar projects. Various stakeholders attended including friends of IVC, City of Novato, local schools. They broke into workgroups and came up with a few central ideas including: food locations, serving the older population, bio-tech partnership, transportation, expanding general education.

Next meeting date
1. The next meeting will be held October 22 from 2:00-3:00 pm in SMN 305.